

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
APRIL 17, 1997

The regular meeting of the State Board for Community and Junior Colleges was held on Thursday, April 17, 1997, at 9:00 a.m., in Conference Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: Alton Bankston, Yvonne Brown, Henry Hudspeth, John Junkin, II, Patricia Puckett, Perrin Purvis, William Seal, Hazel Terry, and George Walker.

Member absent: Joanna Heidel.

Staff in attendance: Dr. Olon Ray, Executive Director, Becky Cade, Dr. Larry Day, Deborah Gilbert, Sandra Lucas, Eloise Richardson, and Dr. Evelyn Webb.

CALL TO ORDER

The meeting was called to order by Chairman George Walker at 9:00 a.m.

PRELIMINARIES

The invocation was given by Yvonne Brown.

Chairman Walker welcomed visitors Sara Fox, Thomas Schnaubelt, Andrea Houchard, Carlotta Brown, and Gina Payne.

Approval of Minutes

On a motion by John Junkin, seconded by Perrin Purvis, the Board approved the minutes of the March 19 and 20, 1997, meetings. Motion carried unanimously.

Review of Agenda

On a motion by Henry Hudspeth, seconded by John Junkin, the Board unanimously adopted the agenda as presented.

EXECUTIVE DIRECTOR'S REPORT

Dr. Olon Ray reported on the activities of the Council on Educational Technology. Dr. Ray is serving as chairman of a committee dealing with legislative matters as the Council continues to work to ensure that all educational agencies are working in a coordinated effort for technology initiatives in the state.

Dr. Ray updated Board members on the activities of the One Stop Interagency Executive Council (OSIEC), a taskforce established by Governor Fordice's executive order that brings together agencies and persons responsible for planning and expending funds for the state's workforce program. Currently the OSIEC is making recommendations to ensure coordination with District and State Work Councils and other appropriate local councils

Dr. Ray reported on an April 7, 1997, SBCJC staff development meeting to introduce and begin a "Continuous Measurable Improvement" and "teaming" program. A second session is planned for May 1, 1997, at Holmes Community College's Ridgeland Campus.

Dr. Ray announced that Mississippi Delta Community College's Machine Tool Operation Program and Jones Junior College's Displaced Homemakers Program, along with the Council on Educational Technology will receive awards from the Public Education Forum on May 22, 1997.

Dr. Ray reported on graduate level nursing courses that will be offered over the CCN during the fall semester. Federal Rural Health Corp Funds were originally used to purchase the CCN equipment. The delivery of graduate level nursing courses has been and remains as a major objective of the federal project.

Selection has been made for membership on the Electronic Advisory Council. Every community college will have a representative on the Council that will examine ways to utilize electronic means to deliver educational programs. Dr. Ray also reported that in the near future creation of a sixteenth virtual community college might be considered. This college, would be owned, operated, and participated in by all fifteen CJs and would offer distance learning courses. The Electronic Advisory Council can provide the means to organize a virtual college.

Dr. Ray updated Board members on the Technology Training Institute for Teachers that will train faculty and staff members to use current compressed video technology.

Dr. Ray reported on his recent visits to Northwest Mississippi Community College, Holmes Community College, and Pearl River Community College. His visit to Northwest tied in with their SACS Accreditation team site visit. At Pearl River Community College he was given a complete briefing on the Work Keys tutoring program.

Dr. Ray reported that the SBCJC Funding and Formula Study Committee will meet tomorrow on April 18, 1997.

On a motion by William Seal, and a second by Patricia Puckett, the Board voted unanimously to hold the May meeting on May 30, 1997, at 2:30 p.m. at the Natchez Campus of Copiah-Lincoln Community College in conjunction with the Natchez Literary Festival.

On a motion by William Seal, and a second by Patricia Puckett, the Board voted unanimously to hold the June meeting on June 26, 1997, at 9:00 a.m. at the SBCJC office.

Dr. Ray distributed a copy of the Mississippi Employment Security Commission's labor market statistics for February 1997, (Exhibit A), and articles published in the Mississippi Supervisor March 1997 edition (Exhibit B).

DIVISION DIRECTORS' REPORT

Dr. Evelyn Webb reported on the following activities of the Accountability and Support Services Division:

The Division has been heavily involved in planning the 1997 Mississippi Quality Awards Program. Three major mailouts have been completed and a database for use in managing

and planning has been established. Organization has been completed for four examiner training sessions at sites around the state. Duane Hamill has completed development and coordination of all the training materials used in the program.

In the workforce development area, a survey was distributed at the end of last year and the community colleges have now responded. The results have been put into the computer and can now be accessed for many different uses. Staff members are currently analyzing the data to isolate the immediate needs of the Career Centers and plan for future needs.

The Division was also very involved in developing an acceptable use policy for network services and Internet use. Once a draft policy was developed the entire agency was asked for input to gain insight into the policy. The policy will be presented to the Board for approval at an early date.

The spring enrollment audits of fourteen of the fifteen colleges were completed in a four week period. A meeting with the lead auditors will be held in the near future to develop and put into place an internal accountability system for the enrollment audits.

Mrs. Deborah Gilbert reported on the following activities of the Finance Division:

The Division has been working closely with the Funding and Formula Study Committee.

The Finance Division has been heavily involved in enrollment audits for the past four weeks.

Dr. Ray and Deborah Gilbert spent Easter weekend at the Capitol tracking legislation affecting community and junior colleges. Mrs. Gilbert will be distributing a report following up on bills affecting the agency including a summary of appropriations bills.

Internally, division and program directors have been meeting to determine budget balances and needs for next year. During these meetings performance measures have been discussed.

Derek Youngblood and Elizabeth Ducksworth have both attended health insurance seminars on behalf of the agency. Mr. Youngblood has also set up training for staff on Deferred Compensation benefits.

Several staff members have attended FoxPro software training classes offered by the Department of Information and Technology Services.

Mrs. Eloise Richardson reported on the following activities of the Program Division:

Dr. Larry Day will have several vocational-technical program applications to bring before the SBCJC for approval at the May and June Board meetings.

The GED Division has notified the person receiving the highest score on the GED test in 1996 of that honor. They are now waiting for a response from the individual before the Washington office is notified and the recognition certificate and plaque are ordered.

In the Adult Ed Division, the majority of training for adult education instructors has been conducted over the CCN. Other groups are invited to participate in these training sessions

such as the dislocated workers' program, displaced homemakers program, JTPA staff, and Project Leap staff. Conducting these sessions over the CCN has accounted for a great cost savings, as well as the opportunity to tape the sessions for individuals to view at a later date.

Contract negotiations for extensions of adult education programs for the coming year are continuing, and plans are progressing for the MAACE Conference that will be held June 25-27, 1997, at the Harvey Hotel in Jackson.

In the Workforce Division, Ed Schneider will be sharing the presentation prepared and delivered to the SETA Conference he attended in South Carolina later in the meeting.

REPORTS/ACTION

MACJC

Mr. R. L. McClellan reported on the following items discussed at the Mississippi Association of Community and Junior College's meeting on March 17, 1997:

The Association's Legislative Committee voted to hold their annual Legislative workshop meeting in Biloxi in June. Plans for the next legislative program will be developed.

Dr. Billy Thames gave a report on the Phi Theta Kappa Academic All-American Team Recognition Luncheon.

Dr. Eddie Smith gave a report on the admissions policies of the community and junior colleges.

Dr. Tommy Davis gave a report from a committee assigned the task of creating equity in football programs with regard to out-of-state scholarships.

Campus Link

Thomas Schnaubelt, Director of AmeriCorps Campus Link, introduced his staff and gave a presentation on the Campus Link Program. The mission of Campus Link is to improve lives by creating partnerships between college campuses and communities by engaging students and other citizens in service that addresses important social concerns. The three major objectives of the program are:

- (1) Community Service - The Mississippi Reads Project, connecting one college student to one elementary school student to improve reading comprehension skills of second through fourth graders.
- (2) Create Campus Service Centers - A centrally located office that acts as a clearinghouse of student opportunities on a campus.
- (3) Participant Development - To try and increase employability skills of all individuals involved with Campus Link.

Mr. Schnaubelt distributed a brochure detailing Campus Link and a copy of a newsletter The Chain Letter for Board members' information (Exhibit C). Campus Link would like for the SBCJC to sign as the legal applicant for the grant renewal due in June of 1997. After a question and answer period, Mr. Schnaubelt agreed to present a formal proposal for the SBCJC's endorsement of the Campus Link program and authorization for the SBCJC to support the program with available resources.

EdNet Report

Yvonne Brown reported that the last EdNet meeting has been rescheduled for next Monday, April 21, 1997. Mr. John Junkin reported no new action on the EdNet follow-up, but asked that the item be kept on the agenda for future action.

Committee of the Whole Report Finance Committee

On a motion by William Seal, and a second by Patricia Puckett, the Board voted unanimously to approve the Education Enhancement Fund Disbursement from Funds 4080 and 4110, in the total amount of \$1,869,256.32 (Exhibit D).

On a motion by William Seal, and a second by Hazel Terry, the Board voted unanimously to approve new guidelines for the administration of Associate Degree Nursing Support for fiscal year 1998 (Exhibit E).

Also included on the Finance Committee agenda were the following items:

- A bimonthly progress report on capital improvements (Exhibit F).
- A report on appropriations and bond funds (Exhibit G).
- 1997 budget requests for support and administration (Exhibit H).
- Financial statements for funds 2291, 3291, and 4300 (Exhibit I).
- A report on the results of a survey for requests for additional recurring technology costs (Exhibit J).

Program Committee

On a motion by Yvonne Brown and a second by Alton Bankston, the Board voted unanimously to approve a program application from Coahoma Community College for a Hotel and Restaurant Management Associate Degree Program 2.3/52.0902.

*The meeting recessed at 10:10 a.m.

**The meeting reconvened at 10:20 a.m.

Workforce Education Report

Ed Schneider gave a presentation prepared and delivered by Mr. Walker, Dr. Ray, and Ed at the Southeastern Employment and Training Association (SETA) Conference in Myrtle Beach, South Carolina, in April. The presentation received very positive comments at SETA and the SBCJC has received an invitation to present the program again at the SETA fall meeting in Mobile at the end of September.

Mr. Schneider asked Board members to mark their calendars and plan to be present at the Workforce Education Summit that will be held July 16 and 17, 1997, on the Mississippi Gulf Coast.

Chairman Walker updated Board members on the activities of the State Work Force Council. At the last Council meeting a discussion was held on ways to emphasize the fact that level funding has been received from the Legislature for the last four years. A meeting of key individuals will be held this afternoon to recruit committee members to prepare a strategy to increase workforce education appropriations. Increases are needed to meet Mississippi's demands for training and educating technically qualified workers.

Proprietary School and College Registration Report

Dr. Evelyn Webb gave an update on the activities of the Commission on Proprietary School and College Registration. The Commission has appointed a committee to study areas where statute changes may be necessary. The committee will present any needed amendments to the statutes to the SBCJC for their review and endorsement.

Funding and Formula Study Committee Report

Mr. John Junkin reported that the Committee is scheduled to meet again tomorrow, on April 18, 1997, at 9:00 a.m. Dr. Ray has suggested that an Editing and Writing Committee be appointed to create a final report at the close of the committee's findings.

Legislative Report

Mrs. Deborah Gilbert distributed and discussed with Board members, a listing of legislation that will affect the SBCJC (Exhibit K).

MS Higher Education Assistance Corporation Appointment

Upon the Executive Director's recommendation, a motion by William Seal, and a second by Alton Bankston, the Board voted unanimously to recommend that Perrin Purvis be appointed to serve on the MS Higher Education Assistance Corporation Board.

Travel Authorizations

Chairman Walker asked for requests to authorize travel reimbursements for events other than regularly scheduled Board meetings. On a motion by John Junkin, seconded by William Seal, the Board voted unanimously to approve requests for reimbursement of travel expenses to the following:

George Walker for attending a Skill Tech Program in DeKalb on April 24, 1997.

Alton Bankston for attending a District Workforce Council meeting at MS Gulf Coast Community College on April 22, 1997.

Yvonne Brown for attending a Women in Science meeting in Tupelo on March 19, and an EdNet Board meeting on April 21, 1997.

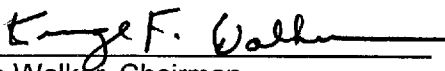
Patricia Puckett for attending a District Workforce Council meeting on May 13, 1997.

George Walker, John Junkin and William Seal for attending a Funding and Formula Study Committee meeting on April 18, 1997.

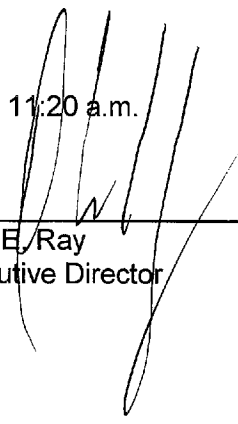
Sara Fox, Billy Hewes, and George Walker for attending Senate confirmation hearings on March 25, 1997.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:20 a.m.



George Walker, Chairman



Olon E. Ray
Executive Director